

## HUMAN RESOURCES

### BUDGET UNIT: COMMUTER SERVICES (SDF HRD)

#### I. GENERAL PROGRAM STATEMENT

This is a fund established to account for funds received under AB 2766 to finance mobile source air pollution reduction programs. AB 2766 authorizes air pollution control districts to levy fees on motor vehicles to be used to reduce air pollution. Under this program, the Department of Motor Vehicles collects fees and remits amounts to the appropriate Air Quality Management District (AQMD) for vehicles registered within the District. This fund receives AB 2766 funding from both the South Coast Air Quality Management District (SCAQMD) and the Mojave Desert Air Quality Management District (MDAQMD).

#### II. BUDGET AND WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Actual 2002-03	Budget 2003-04
Total Appropriation	-	566,502	258,348	891,034
Total Revenue	289,502	277,000	352,576	506,000
Fund Balance		289,502		385,034
Budgeted Staffing		4.0		3.5

#### III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

##### STAFFING CHANGES

Budgeted staffing decreases by 0.5 due to the deletion of 1.0 Public Service Employee offset by the addition of 0.5 Clerk III.

##### PROGRAM CHANGES

Appropriations and revenues are increased due to the restructuring of the Vanpool Program as approved by the Board on June 10, 2003.

GROUP: Administrative/Executive  
DEPARTMENT: Human Resources - Commuter Services  
FUND: Special Revenue SDF HRD

FUNCTION: General  
ACTIVITY: Personnel

	2002-03 Actuals	2002-03 Approved Budget	2003-04 Board Approved Base Budget	2003-04 Board Approved Changes to Base Budget	2003-04 Final Budget
<b><u>Appropriation</u></b>					
Salaries and Benefits	204,694	230,968	248,656	696	249,352
Services and Supplies	33,654	315,534	316,441	(77,579)	238,862
Transfers	20,000	20,000	20,693	15,000	35,693
Contingencies	-	-	-	367,127	367,127
Total Appropriation	258,348	566,502	585,790	305,244	891,034
<b><u>Revenue</u></b>					
Use of Money and Property	13,645	-	-	16,000	16,000
State, Fed or Gov't Aid	213,768	277,000	277,000	8,000	285,000
Current Services	141,581	-	-	205,000	205,000
Other Revenue	(16,418)	-	-	-	-
Total Revenue	352,576	277,000	277,000	229,000	506,000
Fund Balance		289,502	308,790	76,244	385,034
Budgeted Staffing		4.0	4.0	(0.5)	3.5

## HUMAN RESOURCES

### Total Changes Included in Board Approved Base Budget

Salaries and Benefits	6,468	MOU.
	10,920	Retirement.
	300	Risk Management Workers' Comp.
	<u>17,688</u>	
Services and Supplies	<u>907</u>	Risk Management Liabilities.
Transfers	<u>693</u>	Incremental change in EHAP.
Total Appropriation Change	19,288	
Total Revenue Change	-	
Total Fund Balance Change	19,288	
Total 2002-03 Appropriation	566,502	
Total 2002-03 Revenue	277,000	
Total 2002-03 Fund Balance	289,502	
Total Base Budget Appropriation	585,790	
Total Base Budget Revenue	277,000	
Total Base Budget Fund Balance	308,790	

### Board Approved Changes to Base Budget

Salaries and Benefits	<u>696</u>	Step increases offset by the decrease of 1.0 part-time PSE and the addition of 0.5 Clerk III.
Services and Supplies	(282,579)	Reduce budgeted services and supplies and move excess appropriation to contingencies.
	205,000	Final budget change to add \$205,000 for vanpool program approved by the Board on June 10, 2003 #85.
	<u>(77,579)</u>	
Transfers	<u>15,000</u>	Increased costs for administrative overhead.
Contingencies	<u>367,127</u>	Appropriation moved from services and supplies since funding is not yet earmarked for program expense.
Total Appropriation	<u>305,244</u>	
Revenue		
Use of Money & Prop	<u>16,000</u>	Interest.
State, Fed or Gov't Aid	<u>8,000</u>	Expected increase in program revenue from SCAQMD and MDAQMD.
Current Services	<u>205,000</u>	Final budget change to add \$205,000 for vanpool program approved by the Board on June 10, 2003 #85.
Total Revenue	<u>229,000</u>	
Fund Balance	<u>76,244</u>	